

Contract ID#: CQPK15000054Department: Parks, Rec. & Museums**HOTEL & MOTEL TAX PROGRAM  
GRANT****Contract Details****261-15****RUSH!**NIFS ID #: CQPK15000054 NIFS Entry Date: 6/8/15 Term: 10/1/14-9/30/15

New <input checked="" type="checkbox"/> Renewal <input type="checkbox"/>	1) Mandated Program:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Amendment <input type="checkbox"/>	2) Comptroller Approval Form Attached:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Time Extension <input type="checkbox"/>	3) CSEA Agreement § 32 Compliance Attached:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Addl. Funds <input type="checkbox"/>	4) Vendor Ownership & Mgmt. Disclosure Attached:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Blanket Resolution <input type="checkbox"/>	5) Insurance Required	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
RES#		

**Agency Information**

Vendor	
Name: Farmingdale Public Library	Vendor ID# 116002715
Address 116 Merritts Road Farmingdale, NY 11735	Contact Person:  Deborah Podolski
EMAIL: dpodolski319@gmail.com	Phone 516 249-9010 Fax 516 249-5418

County Department
Department Contact Eileen Krieb
Address:  Administration Bldg. Eisenhower Park East Meadow, NY 11554
Phone (516) 572-0378 Fax: 516-572-0227

**Routing Slip**

Brian Nugent, Chief Dep. Commissioner

Date 6/9/15

Frank Camerlengo, Dep. Commissioner

Date 6/8/15

Eileen Krieb, CSR

Date 6/8/15

DATE Rec'd	DEPARTMENT	Internal Verification	DATE App'd & Fw'd	SIGNATURE	Leg. Approval Required
<u>6/10/15</u>	Department	NIFS Entry (Dept) NIFS Appvl (Dept. Head) Contractor Registered	<u>6/9/15</u>	<i>[Signature]</i>	
<u>6/10/15</u>	OMB	NIFS Approval (Contractor Registered)	<u>6/10/15</u>	<i>[Signature]</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> Not required if blanket resolution
<u>6/19/15</u>	County Attorney	CA RE & Insurance Verification	<u>6/19/15</u>	<i>[Signature]</i>	
<u>6/19/15</u>	County Attorney	CA Approval as to form	<u>6/19/15</u>	<i>[Signature]</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Legislative Affairs	Fw'd Original Contract to CA			
	County Attorney	NIFS Approval			
	Comptroller	NIFS Approval			
	County Executive	Notarization Filed with Clerk of the Leg.	<u>6/22/15</u>	<i>[Signature]</i>	

Contract ID#: CQPK15000054Department: Parks, Rec. & Museums

## Contract Summary

<b>Description:</b> The Farmingdale Public Library
<b>Purpose:</b> The Grantee shall undertake on-going operating and program support (the "Program") relevant to the continuation and enhancement of the tourism industry in the County.
<b>Method of Procurement:</b> Hotel and Motel Grant Program
<b>Procurement History:</b> Hotel/Motel Grant
<b>Description of General Provisions:</b> GRANT- Subject to the terms and conditions contained in the Agreement, the County shall make a grant to the Grantee in an amount not to exceed Four thousand one hundred and sixty eight dollars (\$4,168.00) to assist with costs associated with the Program.  <b>Total Costs:</b> \$4,168.00
<b>Impact on Funding / Price Analysis:</b> Funds appropriated and approved through Hotel/ Motel Tax Program
<b>Change in Contract from Prior Procurement:</b> n/a
<b>Recommendation:</b> (approve as submitted)

## Advisement Information

BUDGET CODES	
Fund:	GRT
Control:	PK
Resp:	gen 1800
Object:	de 500
Transaction:	104

FUNDING SOURCE	AMOUNT
Revenue Contract <input type="checkbox"/>	XXXXXXXX
County	\$
Federal	\$
State	\$
Capital	\$
Other	\$4,168.00
<b>TOTAL</b>	<b>\$ 4,168.00</b>

LINE	INDEX/OBJECT CODE	AMOUNT
1	gen 1800 de 500	\$ 4,168.00
2		\$
3		\$
4	APPROVED: G. Smith 6/19/15	\$
5		(\$ATE)
6		\$
<b>TOTAL</b>		<b>\$ 4,168.00</b>

RENEWAL	
% Increase	
% Decrease	

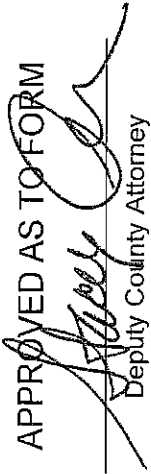
Document Prepared By: L. RosenthalDate: 6/04/15

NIFS Certification	Comptroller Certification	County Executive Approval
I certify that this document was accepted into NIFS.	I certify that an unencumbered balance sufficient to cover this contract is present in the appropriation to be charged.	Name
Name	Name	Date
Date	Date	<u>6/22/15</u> (For Office Use Only)
		E #:

RESOLUTION NO. – 2015

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE A GRANT AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE DEPARTMENT OF PARKS, RECREATION AND MUSEUMS, AND THE FARMINGDALE PUBLIC LIBRARY.

APPROVED AS TO FORM

  
Deputy County Attorney

WHEREAS, Nassau County (“County”) has received funding from the State of New York pursuant to State Tax Law section 1202-q, and appropriated said funds to the Department of Parks, Recreation and Museums (“Department”) in accordance with said law in order to support programs and activities relevant to the enhancement of cultural in the County; and

WHEREAS, the Department has determined that funding shall be awarded to the Farmingdale Public Library, an existing not-for-profit organization located within the County for the continuation and enhancement of cultural growth in the County; now, therefore, be it

RESOLVED, that the Nassau County Legislature authorizes the County Executive to execute the said agreement with the Farmingdale Public Library.

LINK TO:

CURRENT YR BUDGET &amp; OBLIGATION SUMMARY

3:44 PM

ACTIVE

BALANCE (Y,M,Q,A) : Y

FISCAL MO/YEAR : 06 2015 JUNE 2015

INDEX :

ORGANIZATION : PK10 ADMINISTRATION

CHARAC / OBJECT : X

FDTP FUND SFND :

PROJECT PROJ DTL :

GRANT GRANT DTL :

UCODE/ORD#/DRC :

S	OBJECT DESCRIPTION	ORIG BUDGT	CUR BUDGET	CUR OBLIG	CUR BALANCE
DE	CONTRACTUA	4,171,000	4,171,000	2,296,269	1,874,731
	EXP TOTAL	6,576,786	6,576,786	3,144,197	3,432,589
	REV - EXP	-2,391,786	-2,391,786	-1,818,960	572,826

F1-HELP

F2-SELECT

F4-PRIOR

F5-NEXT

F7-PRIOR PG F8-NEXT PG F9-LINK

G012 - NEXT PAGE DISPLAYED

LINK TO:

ACTIVE

FISCAL MO/YEAR : 06 2015

VENDOR NUMBER : 116002715

FARMINGDALE PUBLIC LIBRARY

VENDOR ALPHA :

S	VENDOR SUMMARY	JUNE 2015	ANNUAL BALANCE	ALL YEARS BALANCE
	ENCUMBRANCES	.00	.00	.00
	RETAINAGES	.00	.00	.00
	ACCRUALS	.00	.00	.00
	PAYMENTS	.00	.00	30,000.00
	CASH RECEIPTS	.00	.00	.00
	ACCT RECVABLE	.00	.00	.00
	1099 TOTALS			
	B/U WITHHOLDING			
	B/U WITH PAID			
	TX LIEN W/HELD	.00	.00	.00
	TAX LIENS PAID	.00	.00	.00
	ST BCKUP W/HOLD	.00	.00	.00
	ST BU W/H PAID	.00	.00	.00

F1-HELP F2-SELECT

F9-LINK

F4-PRIOR

F5-NEXT

GO14 - RECORD FOUND

FAML4010 V4.2  
LINK TO:

NIFS PRODUCTION SYSTEM  
DOCUMENT HEADER

06/08/2015  
10:49 AM

DOCUMENT CATEGORY : CQ CONTRACT NON-CAPITAL  
ENTERED BY : BUFFOLINO, PATTI 2-0240  
DOCUMENT NUMBER : CQPK15000054 INITIATING DEPT : PK  
INPUT PERIOD (MM YYYY) : 06 2015 JUNE  
VENDOR NUMBER / SUFFIX : 116002715 01 APPROVAL TYPE : 01  
VENDOR NAME : FARMINGDALE PUBLIC LIBRARY  
VENDOR ADDRESS : 116 MERRITTS ROAD

FARMINGDALE NY 11735

COUNTRY : USA  
ALPHA VENDOR : FARMINGDALE PUBLIC LIBRAR  
BANK NUMBER : TREAS NO :  
DUE DATE : SINGLE CHECK :  
DOCUMENT AMOUNT : 4,168.00 CURRENCY CODE :  
NUMBER OF LINES : 1 RESPONSIBLE UNIT :  
TRANSACTION CODE HASH :  
TERMS : NOTEPAD (Y OR N) : N  
POSTING/EDIT ERRORS :

F1-HELP F2-SELECT F3-DELETE F4-PRIOR F5-NEXT F6-DTL ENTRY  
F7-VIEW DOC F8-SUBMIT F9-LINK F10-SAVE F12-ADL FCTNS  
G014 - RECORD FOUND

DOCUMENT : CQPK15000054 - 01 INPUT PER: 06 2015 AMOUNT : 4,168.00

-----  
TRANS CODE : 103 CONTRACT ENCUMBRANCE WITH OUT PRIOR PRE-ENCUMBRANCE  
DOCUMENT REF :  
TRANS DESC. : FARMINGDALE PUBLIC LIBRARY 10/1/14-09/30/15  
TRANS AMOUNT : 4,168.00  
INDEX : PKGEN1800 HOTEL MOTEL PK97  
SUBJECT : DE500 MISCELLANEOUS CONTRACTUAL SERV  
UCODE/ORD#/DRC :  
GRANT :  
GRANT DETAIL :  
PROJECT :  
PROJECT DETAIL :  
START DATE :  
END DATE :

## FINANCIAL ERRORS :

F1-HELP F2-SELECT F3-DELETE F4-PRIOR F5-NEXT  
F7-VIEW DOC F9-LINK F10-SAVE  
G008 - NEXT RECORD DISPLAYED

George Maragos  
Comptroller



OFFICE OF THE COMPTROLLER  
240 Old Country Road  
Mineola, New York 11501

## COMPTROLLER APPROVAL FORM FOR PERSONAL, PROFESSIONAL OR HUMAN SERVICES CONTRACTS

*Attach this form along with all personal, professional or human services contracts, contract renewals, extensions and amendments.*

**CONTRACTOR NAME:** The Farmingdale Public Library  
**CONTRACTOR ADDRESS:** 116 Merritts Road, NY 11735  
**FEDERAL TAX ID** 116002715

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**Instructions:** Please check the appropriate box ("☑") after one of the following roman numerals, and provide all the requested information.

**I. ☐ The contract was awarded to the lowest, responsible bidder after advertisement for sealed bids.** The contract was awarded after a request for sealed bids was published in \_\_\_\_\_ [newspaper] on \_\_\_\_\_ [date]. The sealed bids were publicly opened on \_\_\_\_\_ [date]. \_\_\_\_\_ [#] of sealed bids were received and opened.

**II. ☐ The contractor was selected pursuant to a Request for Proposals.**

The Contract was entered into after a written request for proposals was issued on \_\_\_\_\_ [date]. Potential proposers were made aware of the availability of the RFP by \_\_\_\_\_ [newspaper advertisement, posting on website, mailing, etc.]. \_\_\_\_\_ [#] of potential proposers requested copies of the RFP. Proposals were due on \_\_\_\_\_ [date]. \_\_\_\_\_ [#] proposals were received and evaluated. The evaluation committee consisted of: \_\_\_\_\_

\_\_\_\_\_ [list members]. The proposals were scored and ranked. As a result of the scoring and ranking (attached), the highest-ranking proposer was selected.



**III. ☐ This is a renewal, extension or amendment of an existing contract.**

The contract was originally executed by Nassau County on \_\_\_\_\_ [date]. This is a renewal or extension pursuant to the contract, or an amendment within the scope of the contract or RFP (copies of the relevant pages are attached). The original contract was entered into after \_\_\_\_\_

\_\_\_\_\_  
[describe procurement method, i.e., RFP, three proposals evaluated, etc.] Attach a copy of the most recent evaluation of the contractor's performance for any contract to be renewed or extended. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to continue to contract with the county.

**IV. Pursuant to Executive Order No. 1 of 1993, as amended, at least three proposals were solicited and received. The attached memorandum from the department head describes the proposals received, along with the cost of each proposal.**

- A. The contract has been awarded to the proposer offering the lowest cost proposal; **OR:**
- B. The attached memorandum contains a detailed explanation as to the reason(s) why the contract was awarded to other than the lowest-cost proposer. The attachment includes a specific delineation of the unique skills and experience, the specific reasons why a proposal is deemed superior, and/or why the proposer has been judged to be able to perform more quickly than other proposers.

**V. ☒ Pursuant to Executive Order No. 1 of 1993 as amended, the attached memorandum from the department head explains why the department did not obtain at least three proposals.**

- A. There are only one or two providers of the services sought or less than three providers submitted proposals. The memorandum describes how the contractor was determined to be the sole source provider of the personal service needed or explains why only two proposals could be obtained. If two proposals were obtained, the memorandum explains that the contract was awarded to the lowest cost proposer, or why the selected proposer offered the higher quality proposal, the proposer's unique and special experience, skill, or expertise, or its availability to perform in the most immediate and timely manner.
- X B. The memorandum explains that the contractor's selection was dictated by the terms of a federal or New York State grant, by legislation or by a court order. (Copies of the relevant documents are attached).
- ☐ C. Pursuant to General Municipal Law Section 104, the department is purchasing the services required through a New York State Office of General Services contract no. \_\_\_\_\_, and the attached memorandum explains how the purchase is within the scope of the terms of that contract.
- ☐ D. Pursuant to General Municipal Law Section 119-o, the department is purchasing the services required through an inter-municipal agreement.

**VI. ☐ This is a human services contract with a not-for-profit agency for which a competitive process has not been initiated.** Attached is a memorandum that explains the reasons for entering into this contract without conducting a competitive process, and details when the department intends to initiate a competitive process for the future award of these services. For any such contract, where the vendor has previously provided services to the county, attach a copy of the most recent evaluation of the vendor's performance. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to contract with the county.

In certain limited circumstances, conducting a competitive process and/or completing performance evaluations may not be possible because of the nature of the human services program, or because of a compelling need to continue services through the same provider. In those circumstances, attach an explanation of why a competitive process and/or performance evaluation is inapplicable.

**VII. ☐ This is a public works contract for the provision of architectural, engineering or surveying services.** The attached memorandum provides details of the department's compliance with Board of Supervisors' Resolution No.928 of 1993, including its receipt and evaluation of annual Statements of Qualifications & Performance Data, and its negotiations with the most highly qualified firms.

***In addition, if this is a contract with an individual or with an entity that has only one or two employees:***

☒ a review of the criteria set forth by the Internal Revenue Service, *Revenue Ruling No. 87-41, 1987-1 C.B. 296*, attached as Appendix A to the Comptroller's Memorandum, dated February 13, 2004, concerning independent contractors and employees indicates that the contractor would not be considered an employee for federal tax purposes.

  
\_\_\_\_\_  
Department Head Signature  
Brian Nugent, Chief Dep. Commissioner

  
\_\_\_\_\_  
Date

***NOTE:*** Any information requested above, or in the exhibit below, may be included in the county's "staff summary" form in lieu of a separate memorandum.

*Compt. form Pers./Prof. Services Contracts: Rev. 02/04*

**Buffolino, Patti**

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**From:** McDermott, Dennis  
**Sent:** Tuesday, June 09, 2015 1:18 PM  
**To:** Krieb, Eileen A; McDermott, Dennis; Buffolino, Patti  
**Subject:** Re: FW: Farmingdale Publuic Library-cqpk15000054

Our bureau discussed this issue. Right now we are not requiring entities like this to complete the disclosure.  
Sent from my Verizon Wireless 4G LTE Smartphone

----- Original message-----

**From:** Krieb, Eileen A  
**Date:** Tue, 6/9/2015 1:13 PM  
**To:** McDermott, Dennis; Buffolino, Patti;  
**Subject:** FW: Farmingdale Publuic Library-cqpk15000054

Dennis

See below what do you think ? Seems overkill since they are part of the municipality .

---

**From:** Buffolino, Patti  
**Sent:** Tuesday, June 09, 2015 12:31 PM  
**To:** Krieb, Eileen A  
**Cc:** Rosenthal, Lynn  
**Subject:** Farmingdale Publuic Library-cqpk15000054

Eileen,

I am ready to forward contract to Budget – it does not have a disclosure form – I am just inquiring – Do all contracts now require disclosure form?

Please advise before I send out contract.

*Thank you,*

**Patti Buffolino**  
Accounts Office, Eisenhower Park  
Tel: 516-572-0237  
Fax: 516-572-0242

## HOTEL/MOTEL TAX GRANT AGREEMENT

THIS AGREEMENT (together with the schedules, appendices, attachments and exhibits, if any, this "Agreement") made and entered as of the date on which this Agreement is last executed by the parties hereto, by and between the COUNTY OF NASSAU, a municipal corporation having its principal offices at 1550 Franklin Avenue, Mineola, New York 11501 (hereinafter referred to as the "County"), acting on behalf of the County Department of Parks, Recreation & Museums, having its principal office at the Administration Building, Eisenhower Park, East Meadow, NY 11554 (the "Department"), the Farmingdale Public Library, a not-for-profit organization, having its address as 116 Merritts Road, Farmingdale, NY 11735, (hereinafter referred to as "Grantee" or "Contractor").

### WITNESSETH:

WHEREAS, the County has received funding from the State of New York (the "State") pursuant to State Tax Law §1202-q and appropriated said funds to the Department in accordance with said law in order to support programs and activities relevant to the enhancement of tourism in the County by providing grants to existing museums and cultural organizations located in the County for the expenses of on-going operating or program support.

WHEREAS, the Department, with respect to the Grantee's request for funding, a copy of which is attached hereto and made a part hereof as Appendix "A," has determined that funding shall be awarded to the Grantee in accordance with the terms and conditions contained in this Agreement.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained in this Agreement, the parties agree as follows:

1. Term. This Agreement shall commence on October 1, 2014 and terminate on September 30, 2015, unless sooner terminated as provided for herein.

2. The Program. The Grantee shall undertake on-going operating and program support (the "Program") relevant to the continuation and enhancement of the tourism industry in the County. The Program is more particularly described in Appendix "A" attached hereto and incorporated herein by reference.

3. Grant Payments. Subject to the terms and conditions contained in this Agreement, the County shall make a grant (the "Grant") to the Grantee in an amount not to exceed **four thousand one hundred and sixty eight dollars (\$4,168.00)** to assist with costs associated with the Program as set forth in Appendix "A" attached hereto. The Grant shall be payable in advance within a reasonable time after the execution of this Agreement by the County.

Vouchers; Voucher Review, Approval and Audit. Payment shall be made to the Grantee and shall be contingent upon the Grantee submitting a claim voucher (the "Voucher") in a form satisfactory to the County, that (A) states with reasonable specificity the intended use of the Grant, (B) certifies that the Grant request is in accordance with this Agreement, (C) is accompanied by documentation satisfactory to the County demonstrating that the Program is consistent with the purposes set forth in State Tax Law 1202-q, and (D) is subject to review, approval and audit of the Voucher by the Department and/or the County Comptroller or his or her duly designated representative (the "Comptroller").

4. Independent Contractor. The Contractor is an independent contractor of the County. The Contractor shall not, nor shall any officer, director, employee, servant, agent or independent contractor of the Contractor (a "Contractor Agent"), be (i) deemed a County employee, (ii) commit the County to any obligation, or (iii) hold itself, himself, or herself out as a County employee or Person with the authority to commit the County to any obligation. As used in this Agreement the word "Person" means any individual person, entity (including partnerships, corporations and limited liability companies), and government or political subdivision thereof (including agencies, bureaus, offices and departments thereof).

5. Compliance with Law. (a) Generally. The Contractor shall comply with any and all applicable Federal, State and local Laws, including, but not limited to those relating to conflicts of interest, discrimination, a living wage, disclosure of information, and vendor registration, in connection with its performance under this Agreement. In furtherance of the foregoing, the Contractor is bound by and shall comply with the terms of Appendix EE attached hereto and with the County's vendor registration protocol. As used in this Agreement the word "Law" includes any and all statutes, local laws, ordinances, rules, regulations, applicable orders, and/or decrees, as the same may be amended from time to time, enacted, or adopted.

(b) Nassau County Living Wage Law. Pursuant to LL 1-2006, as amended, and to the extent that a waiver has not been obtained in accordance with such law or any rules of the County Executive, the Contractor agrees as follows:

- (i) Contractor shall comply with the applicable requirements of the Living Wage Law, as amended;
- (ii) Failure to comply with the Living Wage Law, as amended, may constitute a material breach of this Agreement, the occurrence of which shall be determined solely by the County. Contractor has the right to cure such breach within thirty days of receipt of notice of breach from the County. In the event that such breach is not timely cured, the County may terminate this Agreement as well as exercise any other rights available to the County under applicable law.

- (iii) It shall be a continuing obligation of the Contractor to inform the County of any material changes in the content of its certification of compliance, attached as Appendix L, and shall provide to the County any information necessary to maintain the certification's accuracy.

(b) Records Access. The parties acknowledge and agree that all records, information, and data ("Information") acquired in connection with performance or administration of this Agreement shall be used and disclosed solely for the purpose of performance and administration of the contract or as required by law. The Grantee acknowledges that Grantee Information in the County's possession may be subject to disclosure under Article 6 of the New York State Public Officer's Law ("Freedom of Information Law" or "FOIL"). In the event that such a request for disclosure is made, the County shall make reasonable efforts to notify the Grantee of such request prior to disclosure of the Information so that the Grantee may take such action as it deems appropriate.

6. Indemnification. The Grantee shall use these Grant funds solely for the Program and the County's role in the Program shall be limited to providing the Grant. Accordingly, the County shall have no responsibility or liability to any person or entity for any element of the Program under this Agreement. In furtherance of the foregoing, the Grantee shall be responsible and hold harmless, indemnify and defend the County, its employees, officers and agents from any and all liabilities, losses, costs, claims, expenses (including, without limitation, attorneys' fees and disbursements), and damages ("Losses") arising out of or in connection with the Grantee or Grantee Agent performance under this Agreement, regardless of whether due to negligence, fault, or default, including Losses in connection with any threatened investigation, litigation or other proceeding or preparing a defense to or prosecuting the same, provided, however, that the Grantee shall not be responsible for that portion, if any, of a loss that is caused by the negligence of the County. The provisions of this Section shall survive the termination of this Agreement.

7. No County Liability Beyond Grant. The County shall have no liability under this Agreement to any Person beyond the Grant funds actually received by the County and appropriated or otherwise lawfully available for this Agreement.

8. Reporting Requirements. The Grantee shall provide to the County a full report and accounting of the use of the Grant funds within sixty (60) days of receipt and every thirty (30) days thereafter through the expenditure of the Grant funds. Such report shall contain a certification, by a person duly authorized to represent the Grantee that the Program has been satisfactorily implemented and sufficiently outlines the accounting of all monies received and expenditures made as well as the progress and results of the Program. Any Grant funds remaining unexpended shall be returned to the County upon termination of this Agreement.

9. Recordkeeping Requirements. The Grantee shall maintain and retain, for a period of six (6) years following the completion of the Program, complete and accurate records, documents, accounts and other evidence, whether maintained electronically or manually ("Records"), pertinent to performance under this Agreement. Such Records shall at all times be available for audit and inspection by the County, the Comptroller, any other governmental authority with jurisdiction over the provision of services hereunder and/or the payment therefore, and any of their duly designated representatives. The provisions of this Section shall survive the termination of this Agreement.

10. Use of Grant

(a) The Grantee agrees to the use Grant funds solely toward expenses associated with the Program and for no other purpose.

(b) Any portion of the Grant not spent in accordance with this Agreement prior to termination shall be returned to the Department within five (5) business days of such termination.

(c) The County reserves the right, in the County's sole discretion, for any or no reason, to revoke this Agreement on thirty (30) days notice or at any time in the event that the Grantee fails to comply with any terms and/or conditions contained in this Agreement.

11. Amendments to the Agreement. This Agreement may not be amended without the prior written consent of the Commissioner of the Department or his or her duly designated deputy (the "Commissioner") and any purported amendment or modification without such prior written consent shall be null and void.

12. No Arrears or Default. The Grantee is not in arrears to the County upon any debt or contract and it is not in default as surety, contractor, or otherwise upon any obligation to the County, including any obligation to pay taxes to, or perform services for or on behalf of, the County.

13. Entire Agreement. This Agreement represents the full and entire understanding and agreement between the parties with regard to the subject matter hereof.

14. All Legal Provisions Deemed Included; Severability; Supremacy. (a) Every provision required by Law to be inserted into or referenced by this Agreement is intended to be a part of this Agreement. If any such provision is not inserted or referenced or is not inserted or referenced in correct form then (i) such provision shall be deemed inserted into or referenced by this Agreement for purposes of interpretation and (ii) upon the application of either party this Agreement shall be formally amended to comply strictly with the Law, without prejudice to the rights of either party.

(b) In the event that any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

(c) Unless the application of this subsection will cause a provision required by Law to be excluded from this Agreement, in the event of an actual conflict between the terms and conditions set forth above the signature page to this Agreement and those contained in any schedule, exhibit, appendix, or attachment to this Agreement, the terms and conditions set forth above the signature page shall control. To the extent possible, all the terms of this Agreement should be read together as not conflicting.

(d) Each party has cooperated in the negotiation and preparation of this Agreement. Therefore, in the event that construction of this Agreement occurs, it shall not be construed against either party as drafter.

15. Executory Clause. Notwithstanding any other provision of this Agreement:

(a) Approval and Execution. The County shall have no liability under this Agreement (including any extension or other modification of this Agreement) to any Person unless (i) all County approvals have been obtained, including, if required, approval by the County Legislature, and (ii) this Agreement has been executed by the County Executive (as defined in this Agreement).

(b) Availability of Funds. The County shall have no liability under this Agreement (including any extension or other modification of this Agreement) to any Person beyond funds appropriated or otherwise lawfully available for this Agreement, and, if any portion of the funds for this Agreement are from the state and/or federal governments, then beyond funds available to the County from the state and/or federal governments.



IN WITNESS WHEREOF, the Grantee and the County have executed this Agreement as of the date first above written.

The Farmingdale Public Library

By: Deborah A. Podolski  
Name: Deborah A. Podolski  
Title: Director  
Date: 6/3/15

NASSAU COUNTY

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: County Executive  
(or) \_\_\_\_\_ Chief Deputy County Executive  
(or) \_\_\_\_\_ Deputy County Executive  
Date: \_\_\_\_\_

PLEASE EXECUTE IN **BLUE** INK

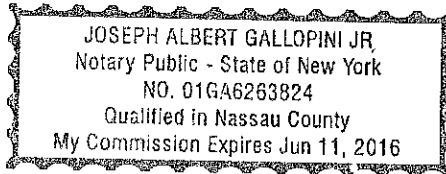
STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU )

On the 3 day of June in the year 2015 before me personally came Deborah Padolski to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of Nassau; that he or she is the Director of Farmingdale Public Library, the corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto by authority of the board of directors of said corporation.

NOTARY PUBLIC



STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU )

On the \_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_ before me personally came \_\_\_\_\_ to me personally known, who, being duly sworn, did depose and said that (s)he resides in \_\_\_\_\_ County; that (s)he is the County Executive or \_\_\_\_ Chief Deputy County Executive or \_\_\_\_ Deputy County Executive of the County of Nassau, the municipal corporation described herein and which executed the above instrument; and that (s)he signed his/her name thereto.

NOTARY PUBLIC

## Appendix "A"

SEE ATTACHED LETTER FROM THE FARMINGDALE PUBLIC LIBRARY  
REQUESTING FUNDING.

## Appendix "A"



# Farmingdale Public Library

116 MERRITTS ROAD • FARMINGDALE, NEW YORK 11735-3216 • 516-249-8090 • FAX 516-249-5418 • WWW.FARMINGDALELIBRARY.ORG

### BOARD OF TRUSTEES

THOMAS ARANGIO  
BRENDAN MAHONEY  
DR. LAURIE ROZAKIS  
ROSEMARY TRUDDEN  
LAURA ULRIC

October 11, 2014

Legislator Michael Venditto  
Theodore Roosevelt  
Executive and Legislative Building  
1550 Franklin Avenue  
Mineola, NY 11501-4898

Dear Legislator Venditto,

I am writing to you on behalf of the board of trustees of the Farmingdale Public Library in an effort to obtain grant funds for the purchase of items that will enhance the educational and cultural services that we provide to the residents of the Farmingdale School District #22.

Educational Needs Summary: The grant funds would allow the library to replace black and white network printers and add a color network printer to our public access computer center.

Our library patrons, especially parents of students, have been requesting the inclusion of a color printer in our public computing area. The purchase of a color printer would allow our patrons the ability to print homework reports and projects when they are unable to use their home printer or do not own a color printer. The existing black and white printers are over eight years old and need to be replaced.

Cost: 4 HP M602N B&W printers @ \$715 each.	\$2860
1 HP M551N color printer @ \$513	<u>\$ 513</u>
Printer Total	\$3373

Cultural Needs Summary: Our library provides the perfect venue for patrons to observe and appreciate art. The grant funds would allow us to purchase an outdoor kinetic art sculpture which combines the science of kinetic energy with the beauty of sculpture.

Cost: 1 Kinetic art sculpture – Solar Reflections	<u>\$ 795</u>
Total Grant Request	\$4168

On behalf of the library trustees and the community, I want to thank you for your consideration of this request.

Sincerely,

Debbie Podolski, Director

## Appendix L

### Certificate of Compliance

In compliance with Local Law 1-2006, as amended (the "Law"), the Grantee hereby certifies the following:

1. The chief executive officer of the Grantee is:

Deborah A. Podolski (Name)

116 Merritts Road Farmingdale NY (Address)

516-249-9010 (Telephone Number)

2. The Grantee agrees to either (1) comply with the requirements of the Nassau County Living Wage Law or (2) as applicable, obtain a waiver of the requirements of the Law pursuant to section 9 of the Law. In the event that the contractor does not comply with the requirements of the Law or obtain a waiver of the requirements of the Law, and such contractor establishes to the satisfaction of the Department that at the time of execution of this agreement, it had a reasonable certainty that it would receive such waiver based on the Law and Rules pertaining to waivers, the County will agree to terminate the contract without imposing costs or seeking damages against the Contractor
3. In the past five years, Grantee \_\_\_\_\_ has ☒ has not been found by a court or a government agency to have violated federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If a violation has been assessed against the Grantee, describe below:

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4. In the past five years, an administrative proceeding, investigation, or government body-initiated judicial action \_\_\_\_\_ has ☒ has not been commenced against or relating to the Grantee in connection with federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If such a proceeding, action, or investigation has been commenced, describe below:

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5. Grantee agrees to permit access to work sites and relevant payroll records by authorized County representatives for the purpose of monitoring compliance with the Living Wage Law and investigating employee complaints of noncompliance.

I hereby certify that I have read the foregoing statement and, to the best of my knowledge and belief, it is true, correct and complete. Any statement or representation made herein shall be accurate and true as of the date stated below.

6/3/15  
Dated \_\_\_\_\_

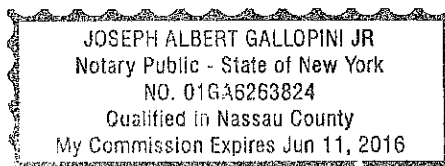
Deborah A Podolski  
Signature of Chief Executive Officer

Deborah A Podolski  
Name of Chief Executive Officer

Sworn to before me this

3 day of June, 2014. 2015

Joseph A Gallopini Jr  
Notary Public



## **Appendix EE**

### **Equal Employment Opportunities for Minorities and Women**

The provisions of this Appendix EE are hereby made a part of the document to which it is attached.

The Contractor shall comply with all federal, State and local statutory and constitutional anti-discrimination provisions. In addition, Local Law No. 14-2002, entitled "Participation by Minority Group Members and Women in Nassau County Contracts," governs all County Contracts as defined herein and solicitations for bids or proposals for County Contracts. In accordance with Local Law 14-2002:

- (a) The Contractor shall not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status in recruitment, employment, job assignments, promotions, upgradings, demotions, transfers, layoffs, terminations, and rates of pay or other forms of compensation. The Contractor will undertake or continue existing programs related to recruitment, employment, job assignments, promotions, upgradings, transfers, and rates of pay or other forms of compensation to ensure that minority group members and women are afforded equal employment opportunities without discrimination.
- (b) At the request of the County contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, union, or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability, or marital status and that such employment agency, labor union, or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein.
- (c) The Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the County Contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.
- (d) The Contractor shall make best efforts to solicit active participation by certified minority or women-owned business enterprises ("Certified M/WBEs") as defined in Section 101 of Local Law No. 14-2002, for the purpose of granting of Subcontracts.
- (e) The Contractor shall, in its advertisements and solicitations for Subcontractors, indicate its interest in receiving bids from Certified M/WBEs and the requirement that Subcontractors must be equal opportunity employers.

(f) Contractors must notify and receive approval from the respective Department Head prior to issuing any Subcontracts and, at the time of requesting such authorization, must submit a signed Best Efforts Checklist.

(g) Contractors for projects under the supervision of the County's Department of Public Works shall also submit a utilization plan listing all proposed Subcontractors so that, to the greatest extent feasible, all Subcontractors will be approved prior to commencement of work. Any additions or changes to the list of subcontractors under the utilization plan shall be approved by the Commissioner of the Department of Public Works when made. A copy of the utilization plan any additions or changes thereto shall be submitted by the Contractor to the Office of Minority Affairs simultaneously with the submission to the Department of Public Works.

(h) At any time after Subcontractor approval has been requested and prior to being granted, the contracting agency may require the Contractor to submit Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises. In addition, the contracting agency may require the Contractor to submit such documentation at any time after Subcontractor approval when the contracting agency has reasonable cause to believe that the existing Best Efforts Checklist may be inaccurate. Within ten working days (10) of any such request by the contracting agency, the Contractor must submit Documentation.

(i) In the case where a request is made by the contracting agency or a Deputy County Executive acting on behalf of the contracting agency, the Contractor must, within two (2) working days of such request, submit evidence to demonstrate that it employed Best Efforts to obtain Certified M/WBE participation through proper documentation.

(j) Award of a County Contract alone shall not be deemed or interpreted as approval of all Contractor's Subcontracts and Contractor's fulfillment of Best Efforts to obtain participation by Certified M/WBEs.

(k) A Contractor shall maintain Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises for a period of six (6) years. Failure to maintain such records shall be deemed failure to make Best Efforts to comply with this Appendix EE, evidence of false certification as M/WBE compliant or considered breach of the County Contract.

(l) The Contractor shall be bound by the provisions of Section 109 of Local Law No. 14-2002 providing for enforcement of violations as follows:

- a. Upon receipt by the Executive Director of a complaint from a contracting agency that a County Contractor has failed to comply with the provisions of Local Law No. 14-2002, this Appendix EE or any other contractual provisions included in furtherance of Local Law No. 14-2002, the Executive Director will try to resolve the matter.



- b. If efforts to resolve such matter to the satisfaction of all parties are unsuccessful, the Executive Director shall refer the matter, within thirty days (30) of receipt of the complaint, to the American Arbitration Association for proceeding thereon.
- c. Upon conclusion of the arbitration proceedings, the arbitrator shall submit to the Executive Director his recommendations regarding the imposition of sanctions, fines or penalties. The Executive Director shall either (i) adopt the recommendation of the arbitrator (ii) determine that no sanctions, fines or penalties should be imposed or (iii) modify the recommendation of the arbitrator, provided that such modification shall not expand upon any sanction recommended or impose any new sanction, or increase the amount of any recommended fine or penalty. The Executive Director, within ten days (10) of receipt of the arbitrators award and recommendations, shall file a determination of such matter and shall cause a copy of such determination to be served upon the respondent by personal service or by certified mail return receipt requested. The award of the arbitrator, and the fines and penalties imposed by the Executive Director, shall be final determinations and may only be vacated or modified as provided in the civil practice law and rules ("CPLR").

(m) The contractor shall provide contracting agency with information regarding all subcontracts awarded under any County Contract, including the amount of compensation paid to each Subcontractor and shall complete all forms provided by the Executive Director or the Department Head relating to subcontractor utilization and efforts to obtain M/WBE participation.

Failure to comply with provisions (a) through (m) above, as ultimately determined by the Executive Director, shall be a material breach of the contract constituting grounds for immediate termination. Once a final determination of failure to comply has been reached by the Executive Director, the determination of whether to terminate a contract shall rest with the Deputy County Executive with oversight responsibility for the contracting agency.

Provisions (a), (b) and (c) shall not be binding upon Contractors or Subcontractors in the performance of work or the provision of services or any other activity that are unrelated, separate, or distinct from the County Contract as expressed by its terms.

The requirements of the provisions (a), (b) and (c) shall not apply to any employment or application for employment outside of this County or solicitations or advertisements therefor or any existing programs of affirmative action regarding employment outside of this County and the effect of contract provisions required by these provisions (a), (b) and (c) shall be so limited.

The Contractor shall include provisions (a), (b) and (c) in every Subcontract in such a manner that these provisions shall be binding upon each Subcontractor as to work in connection with the County Contract.

As used in this Appendix EE the term "Best Efforts Checklist" shall mean a list signed by the Contractor, listing the procedures it has undertaken to procure Subcontractors in accordance with this Appendix EE.

As used in this Appendix EE the term "County Contract" shall mean (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of twenty-five thousand dollars (\$25,000), whereby a County contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the County; or (ii) a written agreement in excess of one hundred thousand dollars (\$100,000), whereby a County contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon. However, the term "County Contract" does not include agreements or orders for the following services: banking services, insurance policies or contracts, or contracts with a County contracting agency for the sale of bonds, notes or other securities.

As used in this Appendix EE the term "County Contractor" means an individual, business enterprise, including sole proprietorship, partnership, corporation, not-for-profit corporation, or any other person or entity other than the County, whether a contractor, licensor, licensee or any other party, that is (i) a party to a County Contract, (ii) a bidder in connection with the award of a County Contract, or (iii) a proposed party to a County Contract, but shall not include any Subcontractor.

As used in this Appendix EE the term "County Contractor" shall mean a person or firm who will manage and be responsible for an entire contracted project.

As used in this Appendix EE "Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises" shall include, but is not limited to the following:

- a. Proof of having advertised for bids, where appropriate, in minority publications, trade newspapers/notices and magazines, trade and union publications, and publications of general circulation in Nassau County and surrounding areas or having verbally solicited M/WBEs whom the County Contractor reasonably believed might have the qualifications to do the work. A copy of the advertisement, if used, shall be included to demonstrate that it contained language indicating that the County Contractor welcomed bids and quotes from M/WBE Subcontractors. In addition, proof of the date(s) any such advertisements appeared must be included in the Best Effort Documentation. If verbal solicitation is

used, a County Contractor's affidavit with a notary's signature and stamp shall be required as part of the documentation.

- b. Proof of having provided reasonable time for M/WBE Subcontractors to respond to bid opportunities according to industry norms and standards. A chart outlining the schedule/time frame used to obtain bids from M/WBEs is suggested to be included with the Best Effort Documentation
- c. Proof or affidavit of follow-up of telephone calls with potential M/WBE subcontractors encouraging their participation. Telephone logs indicating such action can be included with the Best Effort Documentation
- d. Proof or affidavit that M/WBE Subcontractors were allowed to review bid specifications, blue prints and all other bid/RFP related items at no charge to the M/WBEs, other than reasonable documentation costs incurred by the County Contractor that are passed onto the M/WBE.
- e. Proof or affidavit that sufficient time prior to making award was allowed for M/WBEs to participate effectively, to the extent practicable given the timeframe of the County Contract.
- f. Proof or affidavit that negotiations were held in good faith with interested M/WBEs, and that M/WBEs were not rejected as unqualified or unacceptable without sound business reasons based on (1) a thorough investigation of M/WBE qualifications and capabilities reviewed against industry custom and standards and (2) cost of performance. The basis for rejecting any M/WBE deemed unqualified by the County Contractor shall be included in the Best Effort Documentation
- g. If an M/WBE is rejected based on cost, the County Contractor must submit a list of all sub-bidders for each item of work solicited and their bid prices for the work.
- h. The conditions of performance expected of Subcontractors by the County Contractor must also be included with the Best Effort Documentation
- i. County Contractors may include any other type of documentation they feel necessary to further demonstrate their Best Efforts regarding their bid documents.

As used in this Appendix EE the term "Executive Director" shall mean the Executive Director of the Nassau County Office of Minority Affairs; provided, however, that Executive Director shall include a designee of the Executive Director except in the case of final determinations issued pursuant to Section (a) through (l) of these rules.

As used in this Appendix EE the term "Subcontract" shall mean an agreement consisting of part or parts of the contracted work of the County Contractor.

As used in this Appendix EE, the term "Subcontractor" shall mean a person or firm who performs part or parts of the contracted work of a prime contractor providing services, including construction services, to the County pursuant to a county contract. Subcontractor shall include a person or firm that provides labor, professional or other services, materials or supplies to a prime contractor that are necessary for the prime contractor to fulfill its obligations to provide services to the County pursuant to a county contract. Subcontractor shall not include a supplier of materials to a contractor who has contracted to provide goods but no services to the County, nor a supplier of incidental materials to a contractor, such as office supplies, tools and other items of nominal cost that are utilized in the performance of a service contract.

Provisions requiring contractors to retain or submit documentation of best efforts to utilize certified subcontractors and requiring Department head approval prior to subcontracting shall not apply to inter-governmental agreements. In addition, the tracking of expenditures of County dollars by not-for-profit corporations, other municipalities, States, or the federal government is not required.



CQPK150000SY

## Nassau County Interim Finance Authority

## Contract Approval Request Form

1. Vendor: The Farmingdale Public Library2. Dollar amount requiring NIFA approval: \$ 4,168.00Amount to be encumbered: \$ 4,168.00This is a x New contract        Advisement        Amendment

If new contract - \$ amount should be full amount of contract

If advisement - NIFA only needs to review if it is increasing funds above the amount previously approved by NIFA

If amendment - \$ amount should be full amount of amendment only

3. Contract Term: 10/1/2014-9/30/2015Has work or services on this contract commenced?        Yes        NoIf yes, please explain:       

## 4. Funding Source:

<u>      </u> General Fund (GEN)	<u>      </u> Capital Improvement Fund (CAP)
<u>      </u> Police District Fund (PDD)	<u>      </u> Red Light Camera Fund (RLC)
<u>      </u> Police Headquarters Fund (PDH)	<u>      </u> Public Utility Authority (PUA)
<u>      </u> Fire Commission Fund (FCF)	<u>      </u> Grant Fund (GRT)
<u>      </u> Sewer & Storm Water Fund (SSW)	Federal % <u>      </u>
	State % <u>      </u>
	County % <u>      </u>

## 5. Provide a brief description (4 to 5 sentences) of the item for which this approval is requested:

Programming enhancement/exhibit improvement

## 6. Has the item requested herein followed all proper procedures and thereby approved by the:

Nassau County Attorney as to form	<u>      </u> Yes	<u>      </u> No	<u>      </u> N/A
Nassau County Committee and/or Legislature	<u>      </u> Yes	<u>      </u> No	<u>      </u> N/A

Date of approval(s) and citation to the resolution where approval for this item was provided:

## 7. Identify all contracts (with dollar amounts) with this or an affiliated party within the prior 12 months:

None

## NOTE:

At a minimum, all submissions must include current NIFS printouts for all relevant accounts and relevant Nassau County Legislature communication documents and relevant supplemental information pertaining to the item requested herein. NIFA reserves the right to request additional information as needed.

